

<div>横須賀基地空席広報</div> <div>VACANCY ANNOUNCEMENT</div>		広報番号 : Announcement No.	SRFJPMC-120-09
		募集締切日: Closing Date	11 Jun 09 1 <sup>st</sup> cut off: 14 May 09 2 <sup>nd</sup> cut off: 28 May 09
		発行日: Date of Issue	1 May 09
<div>1.職種名 Job title ( 等級 Grade <u>6</u> / 語学等級 LAD <u>3</u> )</div> <div>Engineering Technician (General), #384</div> <div>[エンジニアリング専門職 (一般)]</div> <div>受諾可能な下位等級 Acceptable Trainee Level: 1-4</div> <div><input checked="" type="checkbox"/> 事務系 Administrative      <input type="checkbox"/> 技能系 Blue Collar Trade</div>		募集人数 No. of Recruitment	1 名
<div>2.部隊 Activity</div> <div>US NAV SRF &amp; JPMC YOKOSUKA JA</div> <div>Lifting and Handling Department (C700)</div> <div>Quality Assurance/Inspection/Test Division (C720)</div> <div>勤務場所 Working Place: 横須賀市 泊町 Tomari-cho, Yokosuka</div>		<div>4.募集範囲 Area of Consideration</div> <div><input checked="" type="checkbox"/> 現 SRFJPMC 従業員 (部隊内) Current MLC/IHA Employee within Activity</div> <div><input checked="" type="checkbox"/> 現 MLC/IHA 従業員(通勤圏内) Current MLC/IHA Employee in commuting distance</div>	
<div>3.勤務時間 Work Schedule ( 週 <u>40</u> 時間制 hrww )</div> <div>勤務日 Work Days : 月曜日 - 金曜日 Monday thru Friday</div> <div>勤務時間・休憩 Work Hours/Recess Period 08:00 - 16:45/12:00 - 12:45</div> <div><input type="checkbox"/> 夜勤 Night Shift      <input checked="" type="checkbox"/> 残業 Overtime      <input checked="" type="checkbox"/> 出張 Business Travel</div>			
<div>5.雇用の種類 Type of Employment</div> <div><input checked="" type="checkbox"/> MLC</div> <div><input checked="" type="checkbox"/> 常用 Permanent</div> <div><input type="checkbox"/> 限定 Limited Term ( __ヵ月 Months )</div>			
<div>6.職務内容 Duties</div> <div>See attached sheet.</div>			
<div>7.資格要件 / 身体条件 Qualification / Physical Requirements</div> <div>a. Must possess certificates of the completion of training courses for Load Test Director, and one of Crane Inspector, Crane Mechanic, or Crane Electrician issue by the Navy Crane Center.</div> <div>b. One year of specialized technical or administrative work experience equivalent at 1-5 level in the related work. If applicant does not have such specialized experience, possession of masters degree in a related field may qualify him/her at 1-6 level.</div> <div>c. Knowledge of engineering principles, techniques, methods, and precedents gained through technical experience in the mechanical, electrical, structural, and electronic fields</div> <div>d. Knowledge of policies and procedures of inspection and certification testing of lifting and handling equipment.</div> <div>e. Knowledge of instructions for lifting and handling equipment including NAVFAC P-307, MIL-HDBK 1038, NAVSHIPREFPAC 11450.1 and 11451.1.</div> <div>f. Skill in operating computer with applications such as Microsoft Word and Excel.</div> <div>g. Ability to review technical documents to determine test requirements for lifting and handling equipment, write test procedures and related documents, and to recommend improving and developing new test methods.</div> <div>h. Ability to perform inspection and operational tests on weight handling systems referring to technical documents, and to verify good working condition of the system.</div> <div>i. Ability to speak, read and write English at fluent proficiency level (LAD-3).</div> <div>*An applicant who does not fully meet the qualification requirements stated above may be considered at a lower grade level as below.</div> <div>1-5: a. Must possess certificate of the completion of training course for Crane Inspector, Crane Mechanic, or Crane Electrician issued by the Navy Crane Center.</div> <div>b. One year of clerical, technical, or administrative work experience equivalent at 1-4 level in the related work. If applicant does not have such work experience, completion of 4-years college/university in a related field may qualify him/her at 1-5 level.</div> <div>1-4: a. No certificate is required.</div> <div>b. One year of clerical, technical, or administrative work experience in any field. If applicant does not have such work experience, completion of 4-years college/university in any field may qualify him/her at 1-4 level.</div> <div>*A handicapped applicant may be accepted, depending upon the degree and kind of disability.</div>			
英語力 English Language Proficiency : <input type="checkbox"/> 必要なし None <input type="checkbox"/> 初級 Basic <input type="checkbox"/> 中級 Intermediate <input checked="" type="checkbox"/> 上級 Advanced <input type="checkbox"/> 特段の能力 Exceptional			
学歴 Educational Background : N/A		免許証 / 修了証 License/Certificate Required : 7/8 欄参照 See blocks 7 & 8	

8.提出するもの Application and Associated Documents	職務状況 Working Condition
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<p>*<input checked="" type="checkbox"/> 空席応募用紙 Application for Vacancy Announcement</p> <p>*<input checked="" type="checkbox"/> 専門職務経歴書 Resume of Specialized Work Experience</p> <p>*の記入は Complete * in <input type="checkbox"/> 日本語で Japanese <input checked="" type="checkbox"/> 英語で English <input type="checkbox"/> どちらでも Either</p> <p><input type="checkbox"/> 運転免許証の写し Copy of Driver's License</p> <p><input checked="" type="checkbox"/> 海軍クレーンセンター発行のロードテストディレクターの訓練修了証の写し、及びクレーン検査工、クレーン機械工、又はクレーン電気工の訓練修了証の写し</p> <p>Copy of certificates of the completion of training courses for Load Test Director, and one of Crane Inspector, Crane Mechanic, or Crane Electrician issued by the Navy Crane Center.</p> <p><input checked="" type="checkbox"/> 英語の能力を証明するものの写し Certificate of English Proficiency (Copy)</p> <p><input checked="" type="checkbox"/> 80 円切手を貼付し、応募者の郵便番号・住所・氏名を書いた返信用封筒 (12cm x 23.5cm) 12cm x 23.5cm Envelope with Applicant's Zip Code, Address, Name and a 80 yen stamp (MPS is unacceptable.)</p> <p><input checked="" type="checkbox"/> 日本国籍以外の方は、外国人登録証及びパスポート/査証のコピー For non-Japanese citizen applicant, copy of Alien Registration and Passport/Visa Copy</p>	
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## 9. 応募書類提出先 Office to Submit

内部（現 MLC/IHA 従業員）と外部（非従業員）では、提出先が違います。上記必要提出物をお間違えの無い様、郵送/提出して下さい。募集締切日必着。（HRO 日本人雇用課ゲート事務所カウンター下の応募用紙提出箱へは午前 0600 時より、午後 0600 時まで提出可能です。） Office to submit is different for Current MLC/IHA Employees versus Off Base Applicants. Please ensure to submit required application documents to the right office. Applications must be received by the closing date of the Vacancy Announcement. (Application Drop Box under the HRO Gate Office counter is accessible from 0600 to 1800.):

（注意）上記項目 4 番の“募集範囲”が現 MLC/IHA 従業員の場合、外部（非従業員）からの応募書類は無効となりますのでご注意下さい。 When item #4, “Area or Consideration” above shows “Current MLC/IHA employees” only, Off Base applicants will be rated ineligible.

### 1. 内部（現 MLC/IHA 従業員）提出先 Current MLC/IHA Employees must submit to:

〒238-0001 神奈川県横須賀市泊町 1 番地, Box 22 〒238-0001 1 banchi Tomari-cho, Yokosuka, Box 22  
米海軍横須賀基地日本人雇用課 (N132) COMNAVFORJAPAN, Human Resources Office (HRO) Yokosuka  
内線/Extension 243-8152 JN Employment Division (N132)

### 2. 外部（非従業員）提出先 Off Base Applicants must submit to:

〒238-0011 神奈川県横須賀市米が浜通 1-6 村瀬ビル 4 階 〒238-0011 Murase-Bldg. 4F, 1-6 Yonegahama-dori, Yokosuka  
(独)駐留軍等労働者労務管理機構横須賀支部 (LMO/IAA) Yokosuka Branch of LMO/IAA  
管理第一係 Management Section  
電話番号 Phone 046-828-6959  
受付時間：月曜—金曜、0830-1730（日本の祭日を除く） Operating Hours: Mon-Fri, 0830-1730 (Closed on Japanese Holidays) \*雇用条件等のご質問はこちらにお問い合わせ下さい。 Please contact LMO/IAA for questions on conditions of employment.

## 10. 事務処理欄 For Official Use

募集部隊担当者 Activity POC : SRFJPMC, Manpower Division (Code 1160), 軍電 (DSN) 243-4553/243-4554

PD No.: SRFJPMC-720-004	PD is accurate and current. Certified by Activity: pw	HRO: (4/29)mm4/30 ms 4/30
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応募要項を満たしていない場合、選考の対象になりません。Incomplete applications will not be considered.  
提出された応募書類はお返ししません Submitted applications will not be returned.

## **CRANE TEST DIRECTOR/INSPECTOR, CODE 720**

**GENERAL:** This position is located in the Lifting and Handling Department, Crane Quality Assurance/Inspection/Test division (Code 720), Naval Ship Repair Facility and Japan RMC. The incumbent reports directly to the division head, C-720, and has general responsibilities as test director/inspector for the preparation, in-process coordination and overview, and technical evaluation of inspection and certification testing of lifting and handling equipment. The scope of this assignment is inspection/testing of a large variety of very complex weight handling systems. The incumbent will work directly with SRF-JRMC department supervision, group masters, shop supervision, and tradespersons to ensure the accomplishment of lifting and handling inspection/testing. The supervisor only provides general priority and project scope guidance while the incumbent is responsible for mechanical, electrical, structural, and electronic crane systems.

**CRANE TEST DIRECTOR:** Job No. 384, BWT #1 – Grade 6, LA – Degree 3 (30%)  
Job No. 310, BWT #1 – Grade 5, LA – Degree 2 (20%)

### **DUTIES AND RESPONSIBILITIES:**

#### **PREPARATION**

**20%**

Reviews all required technical documents to determine the scope of tests and applicable test requirements for lifting and handling equipment in the SRF-JRMC inventory including jib hoists, monorail cranes, bridge cranes, and drydock cranes. Reviews all maintenance documentation to determine if the equipment is ready for test. Conducts investigations when technical documentation is inadequate. Recommends equipment for testing to the Lifting and Handling Director. Holds discussions with the Navy Crane Center and Navy Public Works Center, Yokosuka, to determine test requirements and provides guidance concerning SRF-JRMC test policy and capabilities to SRF-JRMC division heads, group masters, and shop heads.

Writes test procedures, other test related documentation, and local administrative guidelines for testing of lifting and handling equipment using applicable references including NAVFAC P-307, MIL-HDBK 1038, NAVSHIPREPFAC 11450.1, NAVSHIPREPFAC 11451.1. Ensures satisfactory completion of all crane maintenance, inspection, repair, and certification testing by reviewing test procedures prior to issue. Provides guidance to all codes, shops, and engineering organizations of SRF-JRMC concerning testing requirements for lifting and handling equipment. Performs calculations of required test loads and recommends rigging arrangements for test.

Coordinates with shops and codes for scheduling and tracking testing. Maintains the test database for lifting and handling equipment. Makes recommendations for improving and developing new test methods based on engineering evaluation. Recommends the purchase of equipment to support the testing and certification of lifting and handling equipment.

#### **IN-PROCESS**

**10%**

Ensures all parties involved with tests understand their roles during tests. Directs the activities of all parties during conduct of lifting and handling tests. Responsible for the proper and safe operation of all equipment associated with each test. Provides guidance to other shops, codes, and engineering organizations during testing. When deficiencies in equipment are found during tests, provides engineering guidance to other codes, shops, and engineering organizations to identify the cause of failure or malfunction to ensure testing delays are minimized. Provides written reports of deficiencies found and recommends corrective action based on engineering analysis of the problem.

#### **POST TEST**

**10%**

Reviews, evaluates and endorses all test results based on adequacy, accuracy, and completeness. Resolves test result problems with technical division engineers. Recommends lifting and handling equipment with satisfactory test performance for certification.

#### **SPECIAL DUTIES**

**10%**

Conducts condition monitoring, noise and vibration surveys of machinery. Operates specialized analyzing equipment to analyze collected vibration data, and makes calculations to determine signature frequencies and magnitudes. Prepares reports based on engineering analysis of data with recommendations for correcting any identified problems.

**CRANE INSPECTOR:** Job No. 2182, BWT #2 – Grade 8, LA – Degree 1 (50%)

**DUTIES AND RESPOSIBILITIES:**

**INSPECTION**

**50%**

Inspects and performs or witnesses operational tests on weight handling systems, referring to plans, specifications, blueprints and technical manuals. Verifies that systems, equipment and components are in good working condition. Analyzes deficiencies and determines needs for repair. Makes appropriate inspection reports, develops work sketches or drawings, and details deficiencies. Makes recommendations for repair work; estimates manpower and material costs required for recommended work.

**QUALIFICATIONS**

Must be a graduate of a technical college or university, or have sufficiently demonstrated the necessary professional knowledge or experience on the job. Obtains training and maintains all required Navy Crane Center certification as Navy test director. Training courses may be available on in English language.